HAMTRAMCK HOUSING COMMISSION
HAMTRAMCK, MICHIGAN
FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2006
AND
REPORTS ON COMPLIANCE AND
ON INTERNAL CONTROL

Michigan Department of Treasury 496 (02/06)

			Procedu 2 of 1968, as		<b>port</b> d P.A. 71 of 1919,	as amende	ed.				
Local Unit of Government Type						Local Unit Na	me		County		
□County □City □Twp □Vi			∐Village	⊠Othe	- Hamtrame	ck Housing Commissio	n				
	al Yea /31/2	r End 2006	}		Opinion Date 5/3/2007		·	Date Audit Report Submi	tted to State		
∟—. We a	affirm	that	<u> </u>								
				ccountants	licensed to pr	actice in	Michigan.				
We further affirm the following material, "no" responses have been disclosed in the financial statements, including the notes, or in the Management Letter (report of comments and recommendations).							uding the notes, or in the				
	YES	8	Check each applicable box below. (See instructions for further detail.)								
1.	X				nent units/fund es to the financ				nancial sta	tements and/or disclosed in the	
2.	X							unit's unreserved fund babudget for expenditures		estricted net assets	
3.	$\times$		The local	unit is in c	compliance wit	h the Uni	form Chart of	Accounts issued by the I	Department	of Treasury.	
4.	×		The local	unit has a	dopted a budg	et for all	required funds	5.			
5.	×		A public h	earing on	the budget wa	as held in	accordance v	vith State statute.			
6.	×				ot violated the ssued by the L				he Emerge	ncy Municipal Loan Act, or	
7.	×		The local	unit has n	ot been deling	uent in d	istributing tax	revenues that were colle	cted for and	other taxing unit.	
8.	X		The local	unit only h	olds deposits	investme	nts that comp	ly with statutory requiren	ents.		
9.	×							s that came to our attenti- sed (see Appendix H of E		ed in the <i>Bulletin for</i>	
10.	×		that have	not been p	previously con	nmunicat	ed to the Loca			during the course of our audit . If there is such activity that has	
11.	×		The local	unit is free	e of repeated of	comment	s from previou	s years.			
12.	×		The audit	opinion is	UNQUALIFIE	D.					
13.	$\boxtimes$				omplied with 0 g principles (0		or GASB 34 a	s modified by MCGAA S	tatement #7	and other generally	
14.	×		The board	d or counci	il approves all	invoices	prior to payme	ent as required by charte	r or statute.		
15.	×		To our kn	owiedge, l	oank reconcilia	ations tha	t were review	ed were performed timely	<i>l.</i>		
inch des	uded cripti	in th on(s)	nis or any of the auth	other aud hority and/	lit report, nor or commission	do they	obtain a stand	s operating within the bood- d-alone audit, please en in all respects.	undaries of iclose the i	the audited entity and is not name(s), address(es), and a	
We	have	e end	losed the	following	j:	Enclose	d Not Requir	ed (enter a brief justification	)		
Fina	ancia	l Sta	tements			$\boxtimes$					
The	lette	er of (	Comments	and Reco	mmendations	$\boxtimes$					
Other (Describe)							r·-				
			.ccountant (Fi					Telephone Number 314-726-3308			
	t Addı			- <del></del>				City	State	Zip	
	P.O. Box 16180							St. Louis	МО	63105	
Auth	orizing	СРА	Signature	مدر د	/		rinted Name		License		
	Shah I. Khan 1102001772										

## HAMTRAMCK HOUSING COMMISSION Hamtramck, Michigan

## TABLE OF CONTENTS

## DECEMBER 31, 2006

	<u>Page</u>
Independent Auditor's Report	i
Management's Discussion and Analysis (unaudited)	ii-vi
Basic Financial Statements:	
Statement of Net Assets	1-2
Statement of Revenue, Expenses and Changes in Net Assets	3
Statement of Cash Flows	4-5
Notes to Basic Financial Statements	6-15
SUPPLEMENTAL INFORMATION	
Combining Statement of Net Assets By Program	16-19
Combining Statement of Revenue, Expenses and Changes in Fund Net Assets By Program	20-21
Combining Statement of Cash Flows By Program	22-25
Schedule of Expenditures of Federal Awards and Notes to the Schedule of Federal Awards	26
PHA's Statement and Certification of Capital Fund Program Costs	27
Financial Data Schedule	28-35
REPORTS ON COMPLIANCE AND ON INTERNAL CONTROL	
Report on Internal Control over Financial Reporting and on Compliance and Other Matters	
Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	36-37
Report on Compliance with Requirements Applicable to Each Major Program and Internal	30-37
Control over Compliance in Accordance with OMB Circular A-133	38-39
Significant Deficiencies Communicated in Prior Years	40
Schedule of Findings and Questioned Costs:	
Section I - Summary of Auditor Results	41
Section II - Financial Statement Findings	42-43
Section III - Federal Awards Findings	44

## Khan & Co. LLC

#### INDEPENDENT AUDITOR'S REPORT

Board of Commissioners Hamtramck Housing Commission Hamtramck, Michigan

We have audited the accompanying basic financial statements of the Hamtramck Housing Commission, Michigan, (Commission) as of and for the year ended December 31, 2006, as listed in the table of contents. These basic financial statements are the responsibility of the Commission's management. Our responsibility is to express an opinion on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of the Hamtramck Housing Commission, Michigan, as of December 31, 2006, and the changes in its financial position and its cash flows, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued our report dated May 3, 2007, on our consideration of the Commission's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be considered in assessing the results of our audit.

The management's discussion and analysis on pages ii to vi is not a required part of the basic financial statements but is supplemental information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplemental information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The accompanying schedule of expenditures of federal awards as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and the remaining accompanying supplemental information including the Financial Data Schedule are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

Sailor, Khan & Co. LLC

alor, Khan Sw.

May 3, 2007

#### **Hamtramck Housing Commission**

# Management's Discussion and Analysis (MD&A) December 31, 2006 (Unaudited)

This section of the Hamtramck Housing Commission (Commission) annual financial report presents our management's discussion and analysis of the Commission's financial performance during the fiscal year ended on December 31, 2006 This discussion and analysis is designed to assist the reader in focusing on the significant financial issues and activities and to identify any significant changes in financial position. Please read and consider the information presented in conjunction with the financial statements as a whole.

For accounting purposes, the Housing Commission is classified as an enterprise fund. Enterprise funds account for activities similar to those found in the private business sector, where the determination of net income is necessary or useful to sound financial administration. Enterprise funds are reported using the full accrual method of accounting in which all assets and all liabilities associated with the operation of these funds are included on the statement of net assets. The focus of enterprise funds is on income measurement, which, together with the maintenance of equity, is an important financial indication.

#### FINANCIAL HIGHLIGHTS

The term "net assets" refers to the difference between assets and liabilities. The Commission's total net assets as of December 31, 2006 were \$15,303,935, which included a prior period adjustment of \$(185,078) for previous year utilities that were not expensed in that year. Total net assets increased by \$1,499,692, an increase of 10.9% over the prior year.

Revenues and contributions for the Commission were \$5,043,641 for the year ended December 31, 2006. This was an increase of \$2,599,398 or 106.3% from the prior year.

Expenses for the Commission were \$3,358,871 for the year ended December 31, 2006. This was a decrease of \$40,168 or 1.2% from the prior year.

HUD operating grants was \$2,284,376 for the year ended December 31, 2006. This was an increase of \$1,104,182 or 93.6% over the prior year. Capital contributions for the Commission were \$1,702,345 for the year ended December 31, 2006. This was an increase of \$1,342,445 or 373.0% over the prior year.

#### **OVERVIEW OF THE FINANCIAL STATEMENTS**

This annual report includes this Management Discussion and Analysis report, the Basic Financial Statements and the Notes to the Financial Statements. This report also contains the Financial Data Schedule (FDS) as referenced in the section of Supplemental Information. The Commission's financial statements are presented as fund level financial statements because the Commission only has proprietary funds.

#### Required Financial Statements

The financial statements of the Housing Commission report information of the Commission using accounting methods similar to those used by private sector companies. These statements offer short- and long-term financial information about its activities. The Statement of Net Assets includes all the Commission's assets and liabilities and provides information about the nature and amounts of investments in resources (assets) and obligations of the Commission creditors (liabilities). It also provides the basis for evaluating the capital structure of the Commission and assessing the liquidity and financial flexibility of the Commission.

## Hamtramck Housing Commission (Unaudited) Management's Discussion and Analysis (MD&A) - Continued

## **OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

All of the current year's revenues and expenses are accounted for in the Statement of Revenues, Expenses, and Changes in Net Assets. This statement measures the success of the Commission's operations over the past year and can be used to determine whether the Commission has successfully recovered all its costs through its user fees and other charges, profitability and credit worthiness.

The final required financial statement is the Statement of Cash Flows. The statement reports cash receipts, cash payments, and net changes in cash resulting from operations, investing and financing activities and provides answers to such questions as where did cash come from what was cash used for, and what was the change in the cash balance during the reporting period.

#### Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the basic financial statements and provide more detailed data.

#### Supplemental Information

This report also contains the Financial Data Schedule (FDS) as referenced in the section of Supplemental Information. HUD has established Uniform Financial Reporting Standards that require Housing Commission's to submit financial information electronically to HUD using the FDS format. This financial information was electronically transmitted to the Real Estate Assessment Center (REAC) for the year ended December 31, 2006 and is required to be included in the audit reporting package

#### **COMMISSION'S POSITION**

The Commission has completed the 2003 and 2004 Capital Fund Program and plans to use the 2005 and 2006 capital funds for upgrading units to meet barrier free requirements, purchase of maintenance trucks, landscaping, and preparation of vacant units.

We anticipate current funding levels for operations and capital improvements will remain consistent with past years; during 2006 the Commission was considered a standard performer with HUD, but with the result of the current year audit, the Commission estimates that it will be considered a high performer or just shy by a few points. The Commission expects to continue to provide safe, sanitary and decent housing for the low and moderately low income senior's and families.

#### FINANCIAL ANALYSIS

Net assets may serve, over time, as a useful indicator of a government's financial position. As stated in the table on the following page, assets exceeded liabilities by \$15,303,935 at the close of the year ended December 31, 2006 up from \$13,804,243 in 2005. The increase in net assets of \$1,499,692 was due to the change of net assets for the year.

The unrestricted net assets were \$722,040 as of December 31, 2006. This amount may be used to meet the Commission's ongoing obligations. The Commission had no net assets classified as restricted that are subject to external restrictions on how they may be used. At the end of the current fiscal year, the Commission is able to report positive balances in all categories of net assets. The same situation held true for the prior fiscal year.

## Hamtramck Housing Commission (Unaudited) Management's Discussion and Analysis (MD&A) - Continucd

#### FINANCIAL ANALYSIS (CONTINUED)

## CONDENSED STATEMENTS OF NET ASSETS DECEMBER 31,

	_	2006	_	2005	_	Dollar Change	Percent Change
Current and other assets	\$	1,135,956	\$	817,043	\$	318,913	39.0%
Capital assets		14,581,895		13,630,496	-	951,399	7.0%
Total Assets	_	15,717,851	_	14,447,539	_	1,270,312	8.8%
Current liabilities		390,921		597,913		(206,992)	-34.6%
Noncurrent liabilities		22,995		45,383		(22,388)	-49.3%
Total Liabilities	_	413,916	_	643,296		(229,380)	-35.7%
Net Assets							
Invested in capital assets		14,581,895		13,630,496		951,399	7.0%
Unrestricted		722,040		173,747		548,293	315.6%
Total Net Assets	\$	15,303,935	\$_	13,804,243	\$_	1,499,692	10.9%

The largest portion of the Commission's net assets reflects its investment in capital assets (e.g. land, buildings and equipment) less accumulated depreciation. The Commission uses these capital assets to provide service and consequently these assets are not available to liquidate liabilities or other spending.

While the Statement of Net Assets shows the change in financial position of net assets, the Statements of Revenues, Expenses, and Changes in Net Assets provides answers as to the nature and source of these changes.

As can be seen in the table on the following page total revenues and contributions increased by \$2,599,398 due to increases in HUD operating grants, capital contributions, rental revenues, interest income and other income.

HUD operating grants are a result of requisitioning eligible funds. HUD operating grants received are a result of calculations under the Performance Funding System and Capital contributions authorized and obligated during the year. HUD operating grants increased \$1,104,182 due to an increase in operating grants and an increase in the allocation of capital fund grants to operations.

Capital contributions increased \$1,342,445 or 373.0% during the year. This amount increased due to the increase need in capital improvements and equipment. These expenses included upgrading units, meeting and exceeding barrier free requirements, landscaping, appliances for the senior plaza, carpeting for senior plaza, lighting for both sites, and screen doors/addresses for the Col. Haintramck site and unit preparation.

Other income increased \$63,642 or 518.5% during the year. The majority of this increase was due to insurance reimbursement/proceeds which where received during the year.

## Hamtramck Housing Commission (Unaudited) Management's Discussion and Analysis (MD&A) - Continued

#### **FINANCIAL ANALYSIS (CONTINUED)**

## CONDENSED STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS FOR THE YEAR ENDED DECEMBER 31,

	2006	2005	Dollar Change	Percent Change
Revenues and Contributions				
Operating - non-operating -capital				
contributions:				
Rental revenue	\$ 954,75	4 \$ 885,390	69,364	7.8%
HUD operating grants	2,284,37	6 1,180,194	1,104,182	93.6%
Interest income	18,67	9 2,580	16,099	624.0%
Capital Contributions	1,702,34	5 359,900	1,342,445	373.0%
Other income	75,91	7 12,275	63,642	518.5%
Gain on disposition of fixed assets	7,57	0 3,904	3,666	93.9%
Total Revenues and Contributions	5,043,64	2,444,243	2,599,398	106.3%
Expenses				
Personal services	1,052,48	3 1,162,029	(109,546)	-9.4%
Utilities	612,719		` , ,	10.0%
Operations and maintenance	412,684	·	,	22.7%
Insurance	139,51	*	,	6.6%
Payment in lieu of taxes	15,690			-71.0%
Other supplies and expenses	317,87	*	(94,198)	-22.9%
Depreciation	807,902	,	* * *	8.2%
Total Expenses	3,358,87			-1.2%
Change in net assets	1,684,770	(954,796)	2,639,566	
Beginning net assets	13,804,243	14,759,039	(954,796)	
Prior period adjustments	(185,078	<u> </u>	(185,078)	
Beginning net assets, adjusted	13,619,165	14,759,039	(1,139,874)	
Ending net assets	\$15.303.935	\$ <u>13.804.243</u>	\$ <u>1,499,692</u>	

Total expenses for the Commission decreased by \$40,168. This decrease was primarily due to the net result in the decrease in personal services, payment in lieu of taxes and other supplies and expenses, and an increase in utilities, insurance, depreciation and operations and maintenance.

Personal services decreased by \$109,546 or 9.4%. This decrease was the result of eliminating one full-time maintenance salary position, plus benefits and there was also one time settlement of an employee benefit of approximately \$75,000 during 2005 that wasn't incurred during 2006.

Other supplies and expenses decreased by \$94,198 or 22.9%. This decrease was the result of expending more capital funds to upgrade units which had an inverse relationship on supplies and materials needed.

# Hamtramck Housing Commission (Unaudited) Management's Discussion and Analysis (MD&A) - Continued

#### FINANCIAL ANALYSIS (CONTINUED)

Utilities increased \$55,673 or 10% during the year. This increase was due to an inflationary rate of increase and the additional water and sewer bills that were not billed to the commission in the previous year because the governmental entity responsible for the billing was behind.

#### **CAPITAL ASSETS**

Capital Assets - The Hamtramck Housing Commission's investment in capital assets, as of December 31, 2006 amounts to \$14,581,895 (net of accumulated depreciation). This investment in capital assets includes land, buildings, equipment and construction in progress.

# CAPITAL ASSETS NET OF ACCUMULATED DEPRECIATION DECEMBER 31,

	_	2006	_	2005		Dollar Change
Land	\$	184,325	\$	184,325	\$	
Building		19,903,671		18,172,712		1,730,959
Furniture, equipment and machinery- dwelling		887,880		797,372		90,508
Furniture, equipment and machinery- administration		530,322		628,288		(97,966)
Construction in progress	_		_	65,000		(65,000)
		21,506,198		19,847,697		1,658,501
Accumulated depreciation	_	6,924,303	_	6,217,201		707,102
Total	\$_	<u>14.581.895</u>	\$_	13.630.496	\$.	951,399

The total increase in the Commission's capital assets for the current fiscal year was \$951,399 or 7.0% in terms of net book value. Actual expenditures to purchase equipment and construct capital assets were \$1,824,301 for the year. The Commission has \$699,515 available in Capital Funds and \$146,695 available in Comprehensive Grant Funds to draw down and spend in the future.

## ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

The Housing Commission is primarily dependent upon HUD for the funding of operations; therefore, the Housing Commission is affected more by the Federal budget than by local economic conditions. The funding of programs could be significantly affected by the 2007 Federal budget.

#### REQUEST FOR INFORMATION

This financial report is designed to provide a general overview of the Commission's finances for all those with an interest in its finances. Questions concerning any of the information provided in this report or request for additional financial information should be addressed to Kevin Krondrat, Executive Director; Hamtramck Housing Commission; 12025 Dequindre; Hamtramck, Michigan 48212.

## Hamtramck, Michigan

## STATEMENT OF NET ASSETS

ASSETS	
Current Assets:	
Cash and cash equivalents	\$ 919,463.93
Receivable - net of allowances:	·
Accounts	64,162.96
Accrued interest	3,383.99
Inventory - net of allowances	76,952.32
Prepaid expenses	71,992.10
Total Current Assets	1,135,955.30
Noncurrent Assets:	
Capital assets:	
Land, improvements, and construction in progress	184,325.00
Other capital assets, net of depreciation	14,397,570.46
Total capital assets- net	14,581,895.46
Total Noncurrent Assets	14,581,895.46
Total Assets	\$ 15,717,850.76

## Hamtramck, Michigan

## STATEMENT OF NET ASSETS (CONTINUED)

## December 31, 2006

Current Liabilities:	
Accounts Payable	\$ 105,997.55
Accrued salaries, wages and benefits	25,625.58
Accrued compensated absences	22,995.43
Tenant security deposit liability	79,486.80
Deferred revenues	156,814.83
Total Current Liabilities	390,920.19
Noncurrent Liabilities:	
Accrued compensated absences	22,995.43
Total Noncurrent Liabilities	22,995.43
Total Liabilities	413,915.62

NET	ASS]	ЕŢ	S	
Inst	astad	:-	agnital	

LIABILITIES

Invested in capital assets Unrestricted	14,581,895.46 722,039.68
Total Net Assets	15,303,935.14
Total Liabilities and Net Assets	\$ <u>_15,717,850.76</u>

## Hamtramck, Michigan

## STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETS

## For Year Ended December 31, 2006

Operating Revenues:	
Rental revenue	\$ 954,754.16
Operating subsidies- HUD grants	2,284,376.04
Other revenues	75,916.25
Total operating revenues	3,315,046.45
Operating Expenses:	
Personal services	1,052,482.67
Utilities	612,718.77
Operations and maintenance	412,684.26
Insurance	139,513.97
Payment in lieu of taxes	15,695.75
Other supplies and expenses	317,873.69
Depreciation	807,901.86
Total operating expenses	3,358,870.97
Operating income (loss)	(43,824.52)
Non-operating revenues (expenses):	
Interest and investment earnings	18,678.67
Gain (Loss) on sale of fixed assets	7,570.00
Net non-operating revenues (expenses)	26,248.67
Income (loss) before other revenues, expenses,	
gains, losses and transfers	(17,575.85)
Capital contributions	1,702,345.31
Change in net assets	1,684,769.46
Net assets at beginning of year	13,804,243.55
Prior period error corrections	(185,077.87)
Net assets adjusted at beginning of year	13,619,165.68
Net assets at end of year	\$ <u>15,303,935.14</u>

See notes to financial statements

## Hamtramck, Michigan

## STATEMENT OF CASH FLOWS

Cash flows from operating activities:	
Cash received from tenants	\$ 955,407.58
Cash received from HUD grants- operating	2,284,376.04
Cash received from other operating activities	37,157.25
Cash payments for goods and services	(1,823,337.82)
Cash payments to employees-salaries	(748,983.89)
Cash payments for employee benefit contributions	(331,253.20)
Cash payments for in lieu of property taxes	(40,721.00)
Net cash provided (used) by operating activities	332,644.96
Cash flows from capital and related financing activities:	
Capital contributions	1,967,059.69
Proceeds from sale of assets	7,570.00
Payments for capital assets	(1,824,301.31)
Net cash (used) for capital and related financing activities	150,328.38
Cash flows from investing activities:	
Interest and dividends	15,294.68
Receipts (payments) from tenant security deposits	6,344.30
Net cash provided (used) from investing activities	21,638.98
Net increase (decrease) in cash and cash equivalents	504,612.32
Cash and cash equivalents at beginning of year	414,851.61
Cash and cash equivalents at end of year	\$919,463.93

## Hamtramck, Michigan

## STATEMENT OF CASH FLOWS (CONTINUED)

## For Year Ended December 31, 2006

## Reconciliation of operating income (loss) to net cash provided (used) by operating activities:

Operating income (loss)	\$	(43,824.52)
Adjustments to reconcile operating income to net cash provided		,
(used) by operating activities:		
Depreciation expense		807,901.86
Allowance for doubtful accounts		(3,110.25)
Allowance for inventory		8,550.26
Changes in assets and liabilities:		,
Receivables		(31,064.69)
Inventory		(54,664.13)
Prepaid expenses		4,658.59
Accounts and other payables		(324,117.10)
Deferred revenues		(3,930.64)
Compensated absences		(44,774.70)
Accrued expenses	_	17,020.28
Net cash provided (used) by operating activities	\$ <u></u>	332,644.96

Hamtramck, Michigan

#### NOTES TO THE BASIC FINANCIAL STATEMENTS

#### December 31, 2006

#### NOTE 1 - Summary of Significant Accounting Policies

The Hamtramck Housing Commission (Commission) is a non-profit entity established to provide low-rent housing, under the low rent program Annual Contributions Contract for qualified individuals in accordance with the rules and regulations prescribed by the Department of Housing and Urban Development and other Federal agencies.

The Housing Commission complies with generally accepted accounting principles (GAAP). GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. In the financial statements for the proprietary fund, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, have been applied unless those pronouncements conflict with or contradict GASB pronouncements, in which case, GASB prevails. For enterprise funds, GASB Statement Nos. 20 and 34 provide the Housing Commission the option of electing to apply FASB pronouncements issued after November 30, 1989, except for those that conflict with or contradict a GASB pronouncement. The Housing Commission has elected not to apply those pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this Note.

## 1a. Financial Reporting Entity

The Housing Commission's financial reporting entity comprises the following:

Primary Government: Housing Commission

In determining the financial reporting entity, the Housing Commission complies with the provisions of GASB Statement No. 14 as amended by GASB no 39, "The Financial Reporting Entity," and includes all component units, if any, of which the Housing Commission appointed a voting majority of the units' board; the Housing Commission is either able to impose its will on the unit or a financial henefit or burden relationship exists. There are no agencies, organizations or activities meeting this criteria.

#### 1b. Basis of Presentation

Financial statements of the reporting entity's programs are organized and reported as an enterprise fund and are accounted for by providing a set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditure/expenses. Enterprise funds are used to account for business-like activities provided to its tenants. These activities are financed primarily by user charges and/or Federal funding and the measurement of financial activity focuses on net income measurement similar to the private sector. The reporting entity includes all of the Commission's programs as an enterprise fund.

#### Hamtramck, Michigan

#### NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)

#### December 31, 2006

## NOTE 1 - Summary of Significant Accounting Policies (Continued)

#### 1b. Basis of Presentation (Continued)

Following is a description of the Commission's programs:

Program	Brief Description
Low Rent	Accounts for activities of the Public and Indian Housing program which HUD provides an annual subsidy to help public housing agencies (PHAs) pay some of the cost of operating and maintaining public housing units.
Comprehensive Grant	
Program	Accounts for activities of the primary source of Comprehensive Grant funds for physical improvements to public housing units and for improvements to the management and operational practices of existing public housing projects, operating more than 250 units.
Capital Fund Program	Accounts for activities of the Capital Fund which provides funds to housing authorities to modernize public housing developments.

#### 1c. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

#### Measurement Focus

In the financial statements, the "economic resources" measurement focus is used as follows:

The proprietary fund utilizes an "economic resources" measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. All assets and liabilities (whether current or noncurrent) associated with their activities are reported. Proprietary fund equity is classified as net assets.

#### **Basis of Accounting**

In the financial statements, the proprietary fund utilizes the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used.

#### Hamtramek, Michigan

## NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)

#### December 31, 2006

#### NOTE 1 - Summary of Significant Accounting Policies (Continued)

#### 1d. Assets, Liabilities, and Equity

#### Cash

For the purpose of the Statement of Net Assets, "cash and cash equivalents" includes all demand, savings accounts, and certificates of deposits or short-term investments with an original maturity of three months or less. For the purpose of the Statement of Cash Flows, "cash and cash equivalents" include all demand and savings accounts, and certificates of deposit or short-term investments with an original maturity of three months or less.

#### Interprogram Receivables and Payables

During the course of operations, numerous transactions occur within individual programs that may result in amounts owed between these programs. Offsetting interprograms are eliminated for financial statement presentation.

#### Receivables

Receivables consist of all revenues earned at year-end and not yet received. Tenant accounts receivable, accrued interest receivable and accounts receivable other compose the majority of receivables. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable.

#### Inventories

Inventories are valued at average cost, and consist of expendable supplies held for consumption. The cost of inventories are recorded as expenditures when consumed, rather than when purchased.

#### **Budgets and Budgetary Accounting**

The Commission adopts a formal operating budget each year for it's operating programs and on a project length basis for it's capital expenditures which are approved by the Board of Commissioners and submitted to the Department of Housing and Urban Development for their approval, if required.

#### **Estimates and Assumptions**

The Commission uses estimates and assumptions in preparing financial statements. These estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and reported revenues and expenses.

#### Hamtramck, Michigan

#### NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)

#### December 31, 2006

#### NOTE 1 - Summary of Significant Accounting Policies (Continued)

#### 1d. Assets, Liabilities, and Equity (Continued)

#### Capital Assets

The accounting treatment over property, plant, and equipment (capital assets) is as follows:

In the financial statements, capital assets purchased or acquired with an original cost of \$500.00 or more are accounted for as capital assets. All capital assets are valued at historical cost, or estimated historical cost if actual is unavailable, except for donated capital assets which are recorded at their estimated fair value at the date of donation.

Depreciation of all exhaustible capital assets is recorded as an allocated expense depending on the program where the asset is shown, in the Statement of Revenues, Expenses and Changes in Net Assets, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Buildings	10 - 45	years
Furniture, equipment and machinery - dwelling	7	years
Furniture, equipment and machinery - administration	5 - 10	vears

#### Compensated Absences

The Housing Commission's policies regarding vacation time permit employees to accumulate earned but unused vacation leave. The liability for these compensated absences is recorded as short-term and long-term liabilities based on historical trends. In accordance with the provisions of GASB Statement No. 16, no liability is recorded for non-vesting accumulating rights to receive sick pay benefits.

#### **Equity Classifications**

Equity is classified as net assets and displayed in two components:

- a. Invested in capital assets, net of related debt—Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowing that are attributable to the acquisition, construction, or improvement of those assets. The Commission had no related debt.
- b. Unrestricted net assets—All other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

#### Hamtramck, Michigan

#### NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)

#### December 31, 2006

#### NOTE 1 - Summary of Significant Accounting Policies (Continued)

#### 1e. Revenues, Expenditures, and Expenses

#### **Operating Revenues and Expenses**

Operating revenues and expenses are those that result from providing services and delivering goods and/or services. It also includes all revenue and expenses not related to capital and related financing, noncapital financing, or investing activities.

Non-operating revenues and expenses are those that are not operating in nature.

#### **Interfund Transfers**

For the purposes of the Statement of Revenues, Expenses and Change in Net Assets, all interfund transfers between individual programs, if any, have been eliminated.

#### NOTE 2 - Stewardship, Compliance, and Accountability

The Commission and its component units, if any, are subject to various federal, state, and local laws and contractual regulations. An analysis of the Commission's compliance with significant laws and regulations and demonstration of its stewardship over Commission resources follows.

#### 2a. Program Accounting Requirements

The Commission complies with all state and local laws and regulations requiring the use of separate programs. The programs used by the Commission are as follows:

Program	Required By
Public and Indian Housing	U.S. Department of Housing and Urban Development
Capital Fund Program	U.S. Department of Housing and Urban Development
Comprehensive Grant Program	U.S. Department of Housing and Urban Development

#### 2b. Deposits

In accordance with state law, all uninsured deposits of the Commission in financial institutions must be secured with acceptable collateral valued at the lower of market or par. All financial institutions pledging collateral to the Commission must have a written collateral agreement. As reflected in Note 3a., all deposits were fully insured or collateralized.

#### Hamtramck, Michigan

#### NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)

#### December 31, 2006

#### NOTE 2 - Stewardship, Compliance, and Accountability (Continued)

#### 2c. Revenue Restrictions

The Commission has various restrictions placed over certain revenue sources. The primary restricted revenue sources include:

Revenue SourceLegal Restrictions of UseComprehensive Grant ProgramModernizationCapital Fund ProgramModernization

For the year ended December 31, 2006, the Commission complied, in all material respects, with these revenue restrictions.

#### NOTE 3 - Detail Notes on Transaction Classes/Accounts

The following notes present detail information to support the amounts reported in the basic financial statements for its various assets, liabilities, equity, revenues, and expenditures/expenses.

#### 3a. Cash

#### **Deposits**

Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the event of a bank failure, the Commission's deposits may not be returned to it or the Commission will not be able to recover collateral securities in the possession of an outside party. As of December 31, 2006, the Commission's bank balances of \$981,653.89, were insured by federal depository insurance or collateralized with securities held by the pledging financial institutions in the Commission's name.

#### 3b. Accounts Receivable

Receivables detail at December 31, 2006, is as follows:

Tenant accounts receivable Allowance for doubtful accounts	\$	26,708.96 (1,305.00)
Tenants accounts receivable - net Accounts receivable - other	_	25,403.96 38,759.00
	\$_	64,162.96

#### Hamtramck, Michigan

## NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)

## December 31, 2006

## NOTE 3 - Detail Notes on Transaction Classes/Accounts (Continued)

## 3c. Capital Assets

Capital asset activity for the year ended December 31, 2006, was as follows:

		Balance January 1, 2006	_	Additions	(Retirements)	-	Balance December 31, 2006
Land	\$	184,325.00	\$		\$ 	\$	184,325.00
Building		18,172,712.04		1,730,959.31			19,903,671.35
Furniture, equipment and machinery- dwelling Furniture, equipment and machinery-		797,371.64		90,508.00			887,879.64
administration		628,288.16		2,834.00	(100,800.00)		530,322.16
Construction in progress		65,000.00			(65,000.00)		
	-	19,847,696.84	\$_	1,824,301.31	\$ (165,800.00)	•	21,506,198.15
Accumulated depreciation		6,217,200.83	\$=	807,901.86	\$ (100,800.00)		6,924,302.69
Total	\$	13,630,496.01				\$	14,581,895.46

## 3d. Accounts Payable

Payable detail at December 31, 2006, is as follows:

Accounts payable - vendors	\$ 90,301.80
Accounts payable - other government - PILOT	 15,695.75
	\$ 105,997.55

#### 3e. Compensated Absences

Accumulated unpaid compensated absences are accrued. The liability for compensated absences at December 31, 2006 is \$45,990.86.

#### Hamtramck, Michigan

## NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)

## December 31, 2006

#### NOTE 3 - Detail Notes on Transaction Classes/Accounts (Continued)

#### 3f. Non-current Liabilities

As of December 31, 2006, the non-current liabilities are comprised of the following:

Accrued compensated absences - non current portion \$\frac{22,995.43}{22,995.43}\$

Total \$\frac{22,995.43}{22,995.43}\$

The following is a summary of changes in non-current liabilities for the year ended December 31, 2006:

	_	Balance December 31, 2005		December			_	Balance December 31, 2006	Amounts Due within One Year	
Accrued compensated absences	\$_	45,382.78	\$		\$_	22,387.35	\$_	22,995.43	\$_	22,995.43
Total	\$_	45,382.78	\$.		\$_	22,387.35	\$_	22,995.43	\$_	22,995.43

## 3g. Interprogram Transactions and Balances

Operating Transfers

		Trausfers		Transfers
		in		out
Public and Indian Housing - Low Rent	\$	782,308.28	\$	
Capital Fund Program	_		_	782,308.28
Total	\$	782,308.28	\$_	782,308.28

Transfers are used to move revenues from the program that is authorized to transfer them to the program in accordance with budgetary authorizations.

Interprogram Receivable/Payable

Public and Iudian Housing - Low Rent	\$	655,210.82
Capital Fund Program		(801,905.47)
Comprehensive Grant Program	_	146,694.65
Total	\$	

#### Hamtramck, Michigan

## NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)

#### December 31, 2006

#### NOTE 3 - Detail Notes on Transaction Classes/Accounts (Continued)

#### 3h. Unrestricted net assets - Prior-period Error Corrections

Following is the composite of error corrections:

1.	Accounts payable - vendors - prior year utilities not accrued, paid FY 2006	\$ (185,077.87)
	Totals	\$ (185,077.87)

#### **NOTE 4 - Other Notes**

#### 4a. Employee Retirement Plan

Defined Contribution Plan: The Commission has also provided a defined contribution plan. The defined contribution plan is available to all full-time employees not already participating in another plan. In a defined contribution plan, benefits depend solely on amounts contributed to the plan, investment earnings, and forfeitures of other participants' benefits that may be allocated to such participant's account. Benefits vest after ten years of service. The Commission contributed 2.5 percent of covered payroll.

For the year ended December 31, 2006, the following amounts related to the defined contribution plan:

Commission total payroll	\$ 766,004.17
Payroll for covered employees	\$ 149,518.40
Employer (Commission) contributions made	\$ 3,737.96

### 4b. Risk Management

The Commission is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; employees health and life; and natural disasters. The Commission manages these various risks of loss as follows:

	Type of Loss	Method Managed
a.	Torts, errors and omissions	Purchased insurance with Stevenson Company
b.	Injuries to employees (workers' compensation)	Purchased insurance with Accident Fund Co.; Claims are administered by Accident Fund Co.
c.	Physical property loss and natural disasters	Purchased commercial insurance with \$1,000.00 deductibles.
d.	Health and life	Purchased health insurance with Blue Cross Blue Shield; Life insurance is provided by American International Group, Inc.

Management believes such coverage is sufficient to preclude any significant uninsured losses to the Commission. Settled claims have not exceeded this insurance coverage in any of the past three fiscal years.

Hamtramck, Michigan

#### NOTES TO THE BASIC FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

#### **NOTE 4 - Other Notes (Continued)**

#### 4c. Commitments and Contingencies

#### Commitments—Construction

At December 31, 2006, the Commission had the following pending construction projects in progress:

	_	Funds Approved	_	Funds Expended - Project to Date
CGP 704-96	\$	1,143,864.00	\$_	997,169.35
	\$	1,143,864.00	\$_	997,169.35
	_	Funds Approved	_	Funds Expended - Project to Date
CFP 501-05	 \$		\$	_
CFP 501-05 CFP 501-06	 \$ 	Approved	\$	Project to Date

#### Contingencies

The Commission is subject to possible examination by Federal and State authorities who determine compliance with terms, conditions, laws and regulations governing other grants given to the Commission in the current and prior years. No significant violations of finance-related legal or contractual provisions occurred.

The Commission is a defendant in lawsuits involving a former employee. The ultimate outcome of these lawsuits cannot presently be determined, however, provision for any liability that may result has not been made in the financial statements.

## Hamtramck, Michigan

## COMBINING STATEMENT OF NET ASSETS BY PROGRAM

	Low Rent Program	Comprehensive Grant Program
ASSETS		
Current Assets:		
Cash and cash equivalents	\$ 117,558.46	\$
Receivable - net of allowances:		
Accounts	64,162.96	
Accrued interest	3,383.99	
Due from (to) interprogram	655,210.82	146,694.65
Inventory - net of allowances	76,952.32	
Prepaid expenses	71,992.10	
Total Current Assets	989,260.65	146,694.65
Noncurrent Assets:		
Capital assets:		
Land, improvements, and construction in progress	184,325.00	
Other capital assets, net of depreciation	_12,723,134.57	
Total capital assets- net	12,907,459.57	
Total Noncurrent Assets	12,907,459.57	
Total Assets	\$ <u>13,896,720.22</u>	\$ 146,694.65

## Hamtramck, Michigan

## COMBINING STATEMENT OF NET ASSETS BY PROGRAM (CONTINUED)

	Low Rent Program	Comprehensive Grant Program
LIABILITIES		
Current Liabilities:		
Accounts Payable	\$ 105,997.55	\$
Accrued salaries, wages and benefits	25,625.58	
Accrued compensated absences	22,995.43	
Tenant security deposit liability	79,486.80	
Deferred revenues	10,120.18	146,694.65
Total Current Liabilities	244,225.54	146,694.65
Noncurrent Liabilities:		
Accrued compensated absences	22,995.43	
Total Noncurrent Liabilities	22,995.43	
Total Liabilities	267,220.97	146,694.65
NET ASSETS		
Invested in capital assets	12,907,459.57	**
Unrestricted	722,039.68	
Total Net Assets	13,629,499.25	
Total Liabilities and Net Assets	\$ <u>13,896,720.22</u>	\$ 146,694.65

## Hamtramck, Michigan

## COMBINING STATEMENT OF NET ASSETS BY PROGRAM (CONTINUED)

		Capital Fund Program		Totals
ASSETS	_	<u> </u>	_	
Current Assets:				
Cash and cash equivalents	\$	801,905.47	\$	919,463.93
Receivable - net of allowances:				
Accounts				64,162.96
Accrued interest				3,383.99
Due from (to) interprogram		(801,905.47)		*****
Inventory - net of allowances		M, 10 To		76,952.32
Prepaid expenses	_		_	71,992.10
Total Current Assets	_		_	1,135,955.30
Noncurrent Assets:				
Capital assets:				
Land, improvements, and construction in progress				184,325.00
Other capital assets, net of depreciation	-	1,674,435.89	_	14,397,570.46
Total capital assets- net	_	1,674,435.89	_	14,581,895.46
Total Noncurrent Assets	_	1,674,435.89	_	14,581,895.46
Total Assets	\$_	1,674,435.89	\$_	15,717,850.76

## Hamtramck, Michigan

## COMBINING STATEMENT OF NET ASSETS BY PROGRAM (CONTINUED)

	(	Capital Fund Program		Totals
LIABILITIES	_		_	_
Current Liabilities:				
Accounts Payable	\$		\$	105,997.55
Accrued salaries, wages and benefits				25,625,58
Accrued compensated absences				22,995.43
Tenant security deposit liability				79,486.80
Deferred revenues			_	156,814.83
Total Current Liabilities	_		_	390,920.19
Noncurrent Liabilities:				
Accrued compensated absences	_		_	22,995.43
Total Noncurrent Liabilities	_		_	22,995.43
Total Liabilities			_	413,915.62
NET ASSETS				
Invested in capital assets		1,674,435.89		14,581,895.46
Unrestricted	_		_	722,039.68
Total Net Assets	_	1,674,435.89	_	15,303,935.14
Total Liabilities and Net Assets	\$	1,674,435.89	\$_	15,717,850.76

## Hamtramck, Michigan

## COMBINING STATEMENT OF REVENUE, EXPENSES AND CHANGES IN FUND NET ASSETS BY PROGRAM

	Low Rent Program	Comprehensive Grant Program
Operating Revenues:		Grant Frogram
Rental revenue	\$ 954,754.16	\$
Operating subsidies- HUD grants	1,344,486.00	
Other revenues	75,916.25	
Total operating revenues	2,375,156.41	
	<del></del>	
Operating Expenses:	1.052.402.67	
Personal services	1,052,482.67	
Utilities	612,718.77	
Operations and maintenance	280,599.05	
Insurance	139,513.97	
Payment in lieu of taxes	15,695.75	
Other supplies and expenses	292,377.14	
Depreciation	779,992.44	
Total operating expenses	3,173,379.79	
Operating income (loss)	(798,223.38)	
Non-operating revenues (expenses):		
Interest and investment earnings	18,678.67	
Gain (Loss) on sale of fixed assets	7,570.00	
Net non-operating revenues (expenses)	26,248.67	
Income (loss) before other revenues, expenses, gains, losses and trausfers	(771,974.71)	
Operating transfers in (out)	782,308.28	
Change in net assets	10,333.57	
Net assets at beginning of year	12,807,245.13	
Prior period error corrections	(185,077.58)	~~~
Net assets adjusted at beginning of year	12,622,167.55	
Equity transfers	996,998.13	
Equity transfers	.1.674,074	
Net assets at end of year	\$ <u>13,629,499.25</u>	\$

## Hamtramck, Michigan

## COMBINING STATEMENT OF REVENUE, EXPENSES AND CHANGES IN FUND NET ASSETS BY PROGRAM (CONTINUED)

	Capital Fund Program	Totals
Operating Revenues:		
Rental revenue	\$	\$ 954,754.16
Operating subsidies- HUD grants	939,890.04	2,284,376.04
Other revenues		75,916.25
Total operating revenues	939,890.04	3,315,046.45
Operating Expenses:		
Personal services		1,052,482.67
Utilities		612,718.77
Operations and maintenance	132,085.21	412,684.26
Insurance		139,513.97
Payment in lieu of taxes		15,695.75
Other supplies and expenses	25,496.55	317,873.69
Depreciation	27,909.42	807,901.86
Total operating expenses	185,491.18	3,358,870.97
Operating income (loss)	754,398.86	(43,824.52)
Non-operating revenues (expenses):		
Interest and investment earnings		18,678.67
Gain (Loss) on sale of fixed assets		7,570.00
Net non-operating revenues (expenses)		26,248.67
Income (loss) before other revenues, expenses,		
gains, losses and transfers	754,398.86	(17,575.85)
Capital contributions	1,702,345.31	1,702,345.31
Operating transfers in (out)	(782,308.28)	
Change in net assets	1,674,435.89	1,684,769.46
Net assets at beginning of year	996,998.42	13,804,243.55
Prior period error corrections	(0.29)	(185,077.87)
•		
Net assets adjusted at beginning of year	996,998.13	13,619,165.68
Equity transfers	(996,998.13)	
Net assets at end of year	\$ <u>1,674,435.89</u>	\$ _15,303,935.14

## Hamtramck, Michigan

## COMBINING STATEMENT OF CASH FLOWS BY PROGRAM

	Low Rent	Comprehensive
	Program	Grant Program
Cash flows from operating activities:	Ø 055.407.50	Ф
Cash received from tenants	\$ 955,407.58	\$
Cash received from HUD grants- operating	1,344,486.00	
Cash received from other operating activities	37,157.25	
Cash payments for goods and services	(1,665,756.06)	
Cash payments to employees-salaries	(748,983.89)	****
Cash payments for employee benefit contributions	(331,253.20)	
Cash payments for in lieu of property taxes	(40,721.00)	
Net cash provided (used) by operating activities	(449,663.32)	
Cash flows from noncapital financing activities:		
Operating transfers in (out)	782,308.28	
Receipts (payments) from interprograms	0.12	0.17
Net cash provided (used) from non capital financing activities	782,308.40	0.17
Cash flows from capital and related financing activities:		
Capital contributions		(0.17)
Receipts (payments) from interprograms	(458,449.40)	
Proceeds from sale of assets	7,570.00	
Payments for capital assets	(56,956.00)	
Net cash (used) for capital and related financing activities	(507,835.40)	(0.17)
Cash flows from investing activities:		
Interest and dividends	15,294.68	
Receipts (payments) from tenant security deposits	6,344.30	
Net cash provided (used) from investing activities	21,638.98	
Net increase (decrease) in cash and cash equivalents	(153,551.34)	
Cash and cash equivalents at beginning of year	271,109.80	
Cash and cash equivalents at end of year	\$117,558.46	\$

## Hamtramck, Michigan

## COMBINING STATEMENT OF CASH FLOWS BY PROGRAM (CONTINUED)

		Low Rent	Com	prehensive
		Program	Gran	t Program
Reconciliation of operating income (loss) to net cash provided (used) by operating activities:	<del></del>	<del></del>		
Operating income (loss)	\$	(798,223.38)	\$	
Adjustments to reconcile operating income to net cash provided				
(used) by operating activities:				
Depreciation expense		779,992.44		
Allowance for doubtful accounts		(3,110.25)		
Allowance for inventory		8,550.26		
Changes in assets and liabilities:				
Receivables		(31,064.69)		
Inventory		(54,664.13)		- * · · · ·
Prepaid expenses		4,658.59		
Accounts and other payables		(324,117.10)		
Deferred revenues		(3,930.64)		
Compensated absences		(44,774.70)		
Accrued expenses	_	17,020.28		
Net cash provided (used) by operating activities	\$_	(449,663.32)	\$	

## Hamtramck, Michigan

## COMBINING STATEMENT OF CASH FLOWS BY PROGRAM (CONTINUED)

	Capital Fund Program	Totals
Cash flows from operating activities:		
Cash received from tenants	\$	\$ 955,407.58
Cash received from HUD grants- operating	939,890.04	2,284,376.04
Cash received from other operating activities		37,157.25
Cash payments for goods and services	(157,581.76)	(1,823,337.82)
Cash payments to employees-salaries		(748,983.89)
Cash payments for employee benefit contributions		(331,253.20)
Cash payments for in lieu of property taxes		(40,721.00)
Net cash provided (used) by operating activities	782,308.28	332,644.96
Cash flows from noncapital financing activities:		
Operating transfers in (out)	(782,308.28)	
Receipts (payments) from interprograms	(0.29)	
Net cash provided (used ) from non capital financing activities	(782,308.57)	
Cash flows from capital and related financing activities:		
Capital contributions	1,967,059.86	1,967,059.69
Receipts (payments) from interprograms	458,449.40	
Proceeds from sale of assets		7,570.00
Payments for capital assets	(1,767,345.31)	(1,824,301.31)
Net cash (used) for capital and related financing activities	658,163.95	150,328.38
Cash flows from investing activities:		
Interest and dividends		15,294.68
Receipts (payments) from tenant security deposits		6,344.30
Net cash provided (used) from investing activities		21,638.98
Net increase (decrease) in cash and cash equivalents	658,163.66	504,612.32
Cash and cash equivalents at beginning of year	143,741.81	414,851.61
Cash and cash equivalents at end of year	\$ 801,905.47	\$ 919,463.93

## Hamtramck, Michigan

## COMBINING STATEMENT OF CASH FLOWS BY PROGRAM (CONTINUED)

	_	Capital Fund Program		Totals
Reconciliation of operating income (loss) to net cash				
provided (used) by operating activities:				
Operating income (loss)	\$	754,398.86	\$	(43,824.52)
Adjustments to reconcile operating income to net cash provided				
(used) by operating activities:				
Depreciation expense		27,909.42		807,901.86
Allowance for doubtful accounts				(3,110.25)
Allowance for inventory				8,550.26
Changes in assets and liabilities:				
Receivables				(31,064.69)
Inventory				(54,664.13)
Prepaid expenses				4,658.59
Accounts and other payables				(324,117.10)
Deferred revenues				(3,930.64)
Compensated absences				(44,774.70)
Accrued expenses			_	17,020.28
Net cash provided (used) by operating activities	\$	782,308.28	\$	332,644.96

Hamtramck, Michigan

## SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND NOTES TO THE SCHEDULE OF FEDERAL AWARDS

#### Year Ended December 31, 2006

## SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Fiscal Year	Federal Grantor	Federal <u>CFDA No.</u>	Expenditures
	U.S. Department of HUD	<del>_</del>	
	Public and Indian Housing Major - Direct Program		
2006	Low Rent Program	14.850a	\$ <u>1,344,486.00</u>
	Public and Indian Housing		
2006	Major - Direct Program Capital Fund program	14.872	\$2,642,235.35
	Total		\$3,986,721.35

## NOTES TO THE SCHEDULE OF FEDERAL AWARDS

## **NOTE 1 - Significant Accounting Polices**

The schedule of federal awards has been prepared on the accrual basis of accounting.

## Hamtramck, Michigan

## PHA'S STATEMENT AND CERTIFICATION OF CAPITAL FUND PROGRAM COSTS

## December 31, 2006

1. Actual Capital Fund Program costs are as follows:

	-	CFP 501-04
Funds approved Funds expended	\$	1,201,274.00 1,201,274.00
Excess of Funds Approved	\$_	
Funds advanced Funds expended	\$	1,201,274.00 1,201,274.00
Excess (deficiency) of Funds Advanced	\$_	

- 2. The costs as shown on the Actual Cost Certificate dated August 21, 2006 submitted to HUD for approval is in agreement with the PHA's records as of December 31, 2006.
- 3. All costs have been paid and all related liabilities have been discharged through payments.

# Hamtramck, Michigan

# FINANCIAL DATA SCHEDULE

FDS Line Item No	).	Low Rent Program 14.850a	Comprehensive Grant Program 14.859
	Assets:		
	Current Assets:		
	Cash		
111	Cash-unrestricted	\$ 35,109.78	\$
114	Cash-tenant security deposits	82,448.68	
100	Total cash	117,558.46	
	Accounts and notes receivable:		
125	Accounts receivable- miscellaneous	38,759.00	
126	Accounts receivable- tenants-dwelling rents	26,708.96	
126.1	Allowance for doubtful accounts-dwelling rents	(1,305.00)	
129	Accrued interest receivable	3,383.99	
120	Total receivables, net of allowance for doubtful accounts	67,546.95	
142	Prepaid expenses and other assets	71,992.10	
143	Inventories	85,502.58	
143.1	Allowance for obsolete inventories	(8.550.26)	
144/			
(347)	Interprogram due from	655,210.82	146,694.65
150	Total current assets	989,260.65	146,694.65
	Noncurrent Assets:		
	Fixed assets:	104.335.00	
161	Land	184,325.00	
162	Buildings	18,237,712.04	
163	Furniture, equipment and machinery-dwellings	854,327.64	
164	Furniture, equipment and machinery-administration	527,488.16	
166	Accumulated depreciation	(6,896,393.27)	
160	Total fixed assets, net of accumulated depreciation	12,907,459.57	
180	Total noncurrent assets	12,907,459.57	
190	Total Assets	\$ <u>13,896,720.22</u>	\$146,694.65

## Hamtramck, Michigan

# FINANCIAL DATA SCHEDULE (CONTINUED)

FDS Line Item No			Low Rent Program 14.850a		Comprehensive Grant Program 14.859
110111 110	Liabilities and Equity:	_		_	
	Liabilities:				
	Current Liabilities:				
312	Accounts payable < 90 days	\$	(90,301.80)	\$	
321	Accrued wage / payroll taxes payable		(25,625.58)		
322	Accrued compensated absences- current portion		(22,995.43)		
333	Accounts payable -other government		(15,695.75)		
341	Tenant security deposits		(79,486.80)		
342	Deferred revenues	_	(10,120.18)	_	(146,694.65)
310	Total current liabilities	_	(244,225.54)	_	(146,694.65)
	Noncurrent Liabilities:				
354	Accrued compensated absences- non current portion		(22,995.43)	_	
350	Total noncurrent liabilities	_	(22,995.43)	_	
300	Total liabilities	_	(267,220.97)	_	(146,694.65)
	Equity:				
508.1	Investment in capital assets, Net of Related Debt	(	12,907,459.57)		
	•	<u> </u>		_	
512.1	Unrestricted Net Assets	_	(722,039.68)		
				_	
600	Total Liabilities and Equity	\$ <u>(</u>	13,896,720.22)	\$_	(146,694.65)

## Hamtramck, Michigan

# FINANCIAL DATA SCHEDULE (CONTINUED)

FDS Line		Low Rent	Comprehensive
Item No		Program 14.850a	Grant Program 14.859
Item Ne	Revenue:	14.650a	14.639
703	Net rental revenue	\$ (963,903.91)	\$
705	Total tenant revenue	(963,903.91)	
706	HUD PHA operating grants	(1,344,486.00)	
711	Investment income-unrestricted	(18,678.67)	
715	Other revenue	(75,916.25)	
716	Gain on sale of fixed assets	(7,570.00)	
700	Total revenue	(2,410,554.83)	
	Expenses:		
	Administrative		
911	Administrative salaries	456,703.00	
914	Compensated absences	(44,774.70)	
915	Employee benefit contributions-administrative	176,022.25	
916	Other operating-administrative	280,024.53	
	Tenant services		
924	Tenant services-other	12,344.61	
	Utilities		
931	Water	134,925.60	
932	Electricity	284,613.05	
933	Gas	193,180.12	
	Ordinary maintenance and operation		
941	Ordinary maintenance and operation-labor	309,301.17	
942	Ordinary maintenance and operation-materials & other	74,179.04	***
943	Ordinary maintenance and operation-contract costs	204,359.91	
945	Employee benefit contributions-ordinary maintenance	155,230.95	
	Protective services		
952	Protective services-other contract costs	2,060.10	

# Hamtramck, Michigan

# FINANCIAL DATA SCHEDULE (CONTINUED)

FDS Line		Low Rent Program	Comprehensive Grant Program
Item No	).	14.850a	14.859
	General expenses		
961	Insurance premiums	139,513.97	
962	Other general expense	8.00	
963	Payments in lieu of taxes	15,695.75	
964	Bad debts- tenant rents	9,149.75	
969	Total operating expenses	2,402,537.10	
970	Excess (deficit) operating revenue over operating expenses	8,017.73	
974	Depreciation expense	779,992.44	
	Total expenses other than total operating	779,992.44	
1000 1001	Excess (deficit) of revenue over expenses before operating transfers in (out) and depreciation add back Operating transfers in	(771,974.71) 782,308.28	
	Excess (deficit) of revenue over expenses after operating transfers in (out) and depreciation add back	\$ 10,333.57	\$

# Hamtramck, Michigan

# FINANCIAL DATA SCHEDULE (CONTINUED)

FDS Line Item No		Capital Fund Program 14.872	Total
item i vo	Assets:		
	Current Assets:		
	Cash		
111	Cash-unrestricted	\$ 801,905.47	\$ 837,015.25
114	Cash-tenant security deposits		82,448.68
	, 1		
100	Total cash	801,905.47	919,463.93
	Accounts and notes receivable:		
125	Accounts receivable- miscellaneous		38,759.00
126	Accounts receivable- tenants-dwelling rents		26,708.96
126.1	Allowance for doubtful accounts-dwelling rents		(1,305.00)
129	Accrued interest receivable		3,383.99
120	Total receivables, net of allowance for doubtful accounts		67,546.95
142	Prepaid expenses and other assets		71,992.10
143	Inventories		85,502.58
143.1	Allowance for obsolete inventories		(8,550.26)
144/			
(347)	Interprogram due from	(801,905.47)	
150	Total current assets		1,135,955.30
	Noncurrent Assets:		
	Fixed assets:		
161	Land		184,325.00
162	Buildings	1,665,959.31	19,903,671.35
163	Furniture, equipment and machinery-dwellings	33,552.00	887,879.64
164	Furniture, equipment and machinery-administration	2,834.00	530,322.16
166	Accumulated depreciation	(27,909.42)	(6,924,302.69)
160	Total fixed assets, net of accumulated depreciation	1,674,435.89	14,581,895.46
180	Total noncurrent assets	1,674,435.89	14,581,895.46
190	Total Assets	\$ <u>1,674,435.89</u>	\$ <u>15,717,850.76</u>

## Hamtramck, Michigan

# FINANCIAL DATA SCHEDULE (CONTINUED)

FDS Line		(	Program		Total
Item No		_	14.872	-	Total
	Liabilities and Equity: Liabilities:				
	Current Liabilities:				
212		\$		\$	(90,301.80)
312	Accounts payable < 90 days	Φ		Ф	(25,625.58)
321	Accrued wage / payroll taxes payable				
322	Accrued compensated absences- current portion				(22,995.43)
333	Accounts payable -other government				(15,695.75)
341	Tenant security deposits				(79,486.80)
342	Deferred revenues			_	(156,814.83)
310	Total current liabilities	_		_	(390,920.19)
	Noncurrent Liabilities:				
354	Accrued compensated absences- non current portion	_		_	(22,995.43)
350	Total noncurrent liabilities			_	(22,995.43)
300	Total liabilities	_		_	(413,915.62)
	Equity:				
508.1	Investment in capital assets, Net of Related Debt	_(	1,674,435.89)	(	14,581,895.46)
512.1	Unrestricted Net Assets	_		_	(722,039.68)
600	Total Liabilities and Equity	\$ <u>(</u>	1,674,435.89)	\$ <u>(</u>	15,717,850.76)

# Hamtramck, Michigan

# FINANCIAL DATA SCHEDULE (CONTINUED)

FDS		Capital Fund	
Line		Program	
Item No	).	<u> </u>	Total
	Revenue:		
703	Net rental revenue	\$	\$ (963,903.91)
705	Total tenant revenue		(963,903.91)
706	HUD PHA operating grants	(939,890.04)	(2,284,376.04)
706.1	HUD PHA capital grants	(1,702,345.31)	(1,702,345.31)
711	Investment income-unrestricted		(18,678.67)
715	Other revenue		(75,916.25)
716	Gain on sale of fixed assets		(7,570.00)
700	Total revenue	(2,642,235.35)	(5,052,790.18)
	Expenses:		
	Administrative		
911	Administrative salaries	<del></del>	456,703.00
912	Auditing fees	13,910.00	13,910.00
914	Compensated absences		(44,774.70)
915	Employee benefit contributions-administrative		176,022.25
916	Other operating-administrative	11,586.55	291,611.08
	Tenant services		
924	Tenant services-other		12,344.61
	Utilities		
931	Water		134,925.60
932	Electricity		284,613.05
933	Gas		193,180.12
	Ordinary maintenance and operation		
941	Ordinary maintenance and operation-labor		309,301.17
942	Ordinary maintenance and operation-materials & other	14,262.94	88,441.98
943	Ordinary maintenance and operation-contract costs	9,240.00	213,599.91
945	Employee benefit contributions-ordinary maintenance		155,230.95

## Hamtramck, Michigan

# FINANCIAL DATA SCHEDULE (CONTINUED)

FDS Line		Capital Fund Program		<b></b>
Item No		14.872	-	Total
	Protective services			
952	Protective services-other contract costs	108,582.27		110,642.37
	General expenses			
961	Insurance premiums			139,513.97
962	Other general expense			8.00
963	Payments in lieu of taxes			15,695.75
964	Bad debts- tenant rents		-	9,149.75
969	Total operating expenses	157,581.76	_	2,560,118.86
970	Excess (deficit) operating revenue over operating expenses	2,484,653.59	_	2,492,671.32
974	Depreciation expense	27,909.42	_	807,901.86
	Total expenses other than total operating	27,909.42	_	807,901.86
	Excess (deficit) of revenue over expenses before			
1000	operating transfers in (out) and depreciation add back	2,456,744.17		1,684,769.46
1001	Operating transfers in			782,308.28
1002	Operating transfers out	(782,308.28)	-	(782,308.28)
	Excess (deficit) of revenue over expenses after			
	operating transfers in (out) and depreciation add back	\$ 1,674,435.89	\$_	1,684,769.46

# Sailor

Certified Public Accountants

# Khan & Co. LLC

Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards

Board of Commissioners Hamtramck Housing Commission Hamtramck, Michigan

We have audited the basic financial statements of the Hamtramck Housing Commission, Michigan, (Commission) as of and for the year ended December 31, 2006, and have issued our report thereon dated May 3, 2007. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Commission's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Commission's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Commission's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Commission's financial statements that is more than inconsequential will not be prevented or detected by the Commission's internal control. We consider the deficiencies described in the accompanying Schedule of Findings and Questioned Costs to be significant deficiencies in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Commission's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, we believe that none of the significant deficiencies above is a material weakness.

## Khan & Co. LLC

### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Commission's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying Schedule of Findings and Questioned Costs.

The Commission's written response to the significant deficiencies identified in our audit has not been subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

This report is intended solely for the information and uses of management, the Board of Commissioners, others within the Commission, and federal awarding agencies and is not intended to be and should not be used by anyone other than these specified parties.

Sailor, Khan & Co. LLC

Partor, Man &w.

May 3, 2007

# Sailor

Certified Public Accountants

# Khan & Co. LLC

# Report on Compliance with Requirements Applicable to Each Major Program and Internal Control over Compliance in Accordance with OMB Circular A-133

Board of Commissioners Hamtramck Housing Commission Hamtramck, Michigan

#### Compliance

We have audited the compliance of the Hamtramck Housing Commission, Michigan, (Commission) with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that are applicable to each of its major federal programs for the year ended December 31, 2006. The Commission's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the Commission's management. Our responsibility is to express an opinion on the Commission's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Commission's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Commission compliance with those requirements.

In our opinion, the Commission complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended December 31, 2006. The results of our auditing procedures disclosed no instances of noncompliance with those requirements that are required to be reported in accordance with OMB Circular A-133.

### Internal Control Over Compliance

The management of the Commission is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the Commission's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

# Khan & Co. LLC

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Commission's internal control, which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

This report is intended for the information of the Hamtramck Housing Commission, Michigan's management, and federal awarding agencies and is not intended to be and should not be used by anyone other than these specified parties.

Sailor, Khan & Co. LLC

Partor, Chan &w.

May 3, 2007

### Hamtramck, Michigan

### SIGNIFICANT DEFICIENCIES COMMUNICATED IN PRIOR YEARS

### December 31, 2006

The prior audit report for the year ended December 31, 2005 contained one audit finding:

## **Financial Statement Findings**

Finding:

**Budget Overruns** 

Status:

Not implemented - see current finding #3.

## Federal Awards Findings

None

## Hamtramck, Michigan

# SCHEDULE OF FINDINGS AND QUESTIONED COSTS

### December 31, 2006

## **SECTION I - SUMMARY OF AUDITOR RESULTS**

•		O
Hinani	rial.	Statement:

Financi	al Statement:		
	Type of audit	or's report issued:	Unqualified
	Internal contr	ol over financial reporting:	
	► Material weakness(es) identified?		No
		ortable condition(s) identified that are not idered to be material weaknesses?	Yes
	Noncomplian	ce material to financial statements noted?	No
	Is a "going co	oncern" explanatory paragraph included in audit report?	No
Federal	Awards:		
	Internal contr	ol over major programs:	
	► Mate	No	
Reportable condition(s) identified that are not considered to be material weaknesses?			None reported
	Type of audit	or's report issued on compliance for major programs:	Unqualified
	Any audit find in accordance	No	
	Identification	of major programs:	
	CFDA Number(s)	Name of Federal Program	
	14-850a	Public and Indian Housing	
	14-872	Public and Indian Housing - Capital Fund Program	
		old used to distinguish between pe B programs:	\$300,000
	Auditee quali	Yes	

### Hamtramck, Michigan

## SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)

### December 31, 2006

### **SECTION II - FINANCIAL STATEMENT FINDINGS**

The current audit report for the year ended December 31, 2006 disclosed the following Financial Statement audit findings:

finding	S:
1.	Segregation of Duties
	Criteria:
	To ensure effectiveness of Internal Control, there needs to be an adequate division of duties among those who perform accounting procedures or control activities and those who handle assets. Although it is a basic key internal control and one of the most difficult to achieve, it must be considered and addressed in an effective manner to strengthen the control environment.
	Condition:
	Although it may be difficult to effect segregation of duties due to the smaller size of the Authority, we noted that mitigating or compensating controls were not designed to reduce the risk of errors or irregularities.
	Questioned Costs:
	none
	Effect:
	With the existence of adequate segregation of duties, there is the reduced risk of error and other intentional activities that could affect the integrity of the financial statements or physical custody of assets.
	Cause:
	The size of the organization was primarily the reason for the lack of segregation of duties.
	Recommendation:

We recommend that the Authority's management and its Board design a system of internal control that would address all of the features of an effective internal control system with due consideration to the limitations imposed on the system.

Management's Response/Action Plan:

During the 2006 year, there were not enough administration personnel to maintain the proper segregation of duties; management is in the process of implementing the proper segregation of duties required to maintain the proper internal control.

### Hamtramck, Michigan

### SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)

### December 31, 2006

### SECTION II - FINANCIAL STATEMENT FINDINGS (CONTINUED)

2	Budget Overruns	
4.	Duaget Overruns	

Criteria:

The Housing Commission must operate within budget constraints.

Condition:

We noted the following budget overruns for fiscal year ended December 31, 2006:

Description	 Budget	_	Actual	_	Overruns
Administrative	\$ 553,332.00	\$	736,727.53	\$	183,395.53
Protective Services	573,960.00		612,718.77		38,758.77
Total Operating Expenditures	2,414,331.00		2,447,311.80		32,980.80

Questioned Costs:

None

Effect:

The Housing Commission exceeded the operating budget in the aforementioned categories.

Cause:

The Housing Commission did not ensure these budget categories were not exceeded.

Recommendation:

We recommend that the Housing Commission place greater emphasis on operating within the budget constraints. Also, when it appears that the current budget has become insufficient, the Housing Commission must prepare a budget revision.

Management's Response/Action Plan:

The 2006 Budget was completed during the 2005 calendar year by the previous fee accountant. When the 2006 year ended, there were a number of journal entries that were made subsequent to year-ends which brought on the budget overruns. The majority of the overruns were from the capital fund money used for operations in the low rent program. These expenses were not budgeted for properly. Management, along with the current fee accountant, will monitor the current year budgets and make the necessary amendments to assure that there will be no budget overruns for the 2007 year and in the future.

### Hamtramck, Michigan

## SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)

December 31, 2006

### **SECTION III - FEDERAL AWARD FINDINGS**

The current audit report for the year ended December 31, 2006 disclosed no Federal Awards audit findings.